



Maryland Department of Budget & Management

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Office of Personnel Services and Benefits

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Governor*

*MICHAEL S. STEELE
Lieutenant Governor*

*JAMES C. DIPAULA
Secretary*

MEMORANDUM

TO: Agency Benefits Coordinators

**FROM: Andrea M. Fulton
Executive Director**

DATE: August 27, 2003

RE: Employee Organization Participation at Benefits Fairs

All employee organizations are permitted to participate in the upcoming Fall 2003 State Open Enrollment Benefits Fairs. Employee organizations that request participation in your agency Benefits Fair should register their participation in your fair in the same manner as the other participating health plans.

If you have any questions as to whether an employee organization that requests to participate in your agency benefits fair is a valid organization, please contact the Office of Personnel Services and Benefits Executive Office at (410) 767-4715.

Thank you for your attention to this matter.

cc: State Personnel Management System Personnel Directors